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GOVERNMENT OF PUNJAB
DEPARTMENT OF PLANNING

Vit-Te-Yojana Bhawan, Plot No. 2-B, Sector 33-A, Chandigarh

NOTIFICATION

The 3rd August, 2023

No.1/28-Plg.DD(PC)-2023/3763.—The Governor of Punjab is pleased to set up Punjab Development Commission (PDC) in the State under the chairmanship of Hon'ble Chief Minister, Punjab.

2. The Punjab Development Commission shall be an action - based think tank within the Government, with an advisory role. It shall be an enabling body and responsive to the emergent policy and development needs of the State.

3. The composition of Punjab Development Commission shall be as under:-

i) Chairperson	: Chief Minister (ex-officio)
ii) Vice Chairperson	: 1
iii) Non-Official Members	: 5
iv) Finance & Planning Minister	: Member (ex-officio)
v) Agriculture & Farmers Welfare Minister	: Member (ex-officio)
vi) Education & Higher Education Minister	: Member (ex-officio)
vii) Chief Secretary, Punjab	: Member (ex-officio)
viii) Special/Additional Chief Secretary to Chief Minister	: Member (ex-officio)
ix) Administrative Secretary, Planning	: Member (ex-officio)
x) Secretary, PDC	: Member - Secretary (ex-officio)

4. **Vice-Chairperson**

The Vice-Chairperson shall be appointed by Council of Ministers on full-time basis and would hold the rank of Minister to the Government.

5. **Non-Official Members**

The Non-official Members shall be appointed by the Chief Minister on full-time basis in the rank, pay and facilities equivalent to the Secretary to Government of India or on such terms and conditions as determined by the Chief Minister, Punjab.

6. **Member Secretary**

A senior IAS Officer shall be the Member-Secretary of Punjab Development Commission who shall act as Head of the Department to take all the Administrative/Financial decisions as per the extant rules, regulations and instructions .

7. **Administrative Department**

The Administrative Department of PDC shall be Department of Planning. Further, Punjab Development Commission will function autonomously with the Vice-Chairperson, PDC taking all day-to- day executive decisions.

8. **Terms & Conditions of appointment**

The tenure of Vice-Chairperson and non-official Members shall be co-terminus with that of the Government. However, they may demit office by way of resignation or may be removed at any time with the approval of Chief Minister, Punjab.

9. Vision, Functions and Terms of reference alongwith Core areas of focus, Staffing and other details for the Punjab Development Commission shall be as per Annexure 'A'.

10. This notification is issued as per the decision of Council of Ministers on 29.07.2023 conveyed vide Department of General Administration's ID letter no. 01/0167/2023-1 cabinet/3642 dated 29.07.2023.

Chandigarh
The 3rd August, 2023

VIKAS PRATAP
Principal Secretary to Govt. of Punjab
Department of Planning

ANNEXURE 'A'**1.0 Vision, Functions and Terms of Reference of Punjab Development Commission.**

Punjab Development Commission will be an action-based think tank within the Government dedicated to *converting the State's vision of Rangla Punjab into a reality*. It will perform the following five broad functions/terms of reference:

1. **Long-range Roadmap Articulation:** On the basis of current starting point, articulate the broader holistic goal (in the chosen specific domain/space) and develop a robust pathway to achieve the end-goal with clear delineation of short, medium and long term initiatives.
2. **Robust Policy Design:** For priority areas, consider ideas, innovations, best practices nationally and globally, evidence of impact in a core set of policy areas and translate them into concrete policy recommendations for the State.
3. **Support Policy Implementation:** Support expeditious implementation of critical initiatives by developing innovative models of contracting, model RFPs, leveraging technology and by actively bridging knowledge and capacity gaps in implementation, if any.
4. **Promote Participatory Governance:** Establish platforms that bridge the gap between Government and external stakeholders such as private sector, civil society, academia and communities in effective design and implementation of programmes and policies.
5. **Monitoring, Evaluation and Learning:** Promote the use of data, evidence and modern monitoring and evaluation techniques for improved policy making and better delivery of public services. Further, document the impact of reforms and policy innovations to facilitate internal and external learning.

1.1 In addition, PDC may undertake any projects/functions as may be assigned by the Chief Minister, Punjab from time to time.

2.0 Core area of focus for 2023-2028

SN	SECTOR	Goals/agenda
1	Agriculture	<ol style="list-style-type: none"> 1. Sustainable agriculture by controlling both water consumption and stubble burning, including paddy diversification. 2. Enhancing farmers income and reducing risk to make agriculture a viable livelihood. 3. Aspirational employment generation for youth in agriculture and allied industries.
2	Jobs and Economy	<ol style="list-style-type: none"> 1. Grow Punjab's Gross State Domestic Product (GSDP) by 20% YoY - by accelerating manufacturing, services and tourism as three core areas. 2. To ensure that growth is employment intensive and broad-based geographically-create jobs in the State across districts. 3. Make Punjab a technology innovation/start-up hub.
3	Education and Skilling	<ol style="list-style-type: none"> 1. Make public schools a credible alternate option to private schools. 2. Revamp skills and broaden higher education ecosystems – not just access but quality education leading to employment/employability.
4	Health and Social Welfare	<ol style="list-style-type: none"> 1. Revamp and expand primary healthcare through Mohalla Clinics. 2. Identify and address core and critical secondary and tertiary health issues. 3. Undertake critical issues like drug rehabilitation, gender equality etc.
5	Power	<ol style="list-style-type: none"> 1. Ensuring 24X7 power supply, promoting system efficiency. 2. Long-range power sector planning, promoting renewable – especially related biomass as an output.
6	Infrastructure	<ol style="list-style-type: none"> 1. Holistic rural development – roads, sanitation, water. 2. Business supportive infrastructure – e.g. dry ports, freight and logistics, etc. 3. Urban planning and improved urban living in major centres of Punjab. 4. Water Resources - to strengthen the irrigation infrastructure in the State so as to further enhance the Canal based Water Supply for irrigation purposes.
7	Culture and Tourism	<ol style="list-style-type: none"> 1. Put Punjab on the national and international tourism map once again. 2. Promotion and monetization of Punjab's culture and heritage more broadly.
8	State Finances	<ol style="list-style-type: none"> 1. Develop a turnaround strategy for state finances and state debut position. 2. Implement revenue enhancement initiatives. 3. Seek alternate sources of funding (e.g., World Bank, ADB) as well as a CSR strategy to fund state priorities

SN	SECTOR	Goals/agenda
9	Governance	1. Governance Reforms around citizen services and doorstep delivery. 2. Establish Block level resource groups to engage and give feedback.
10	Monitoring, Evaluation & Learning	1. High frequency monitoring of public services. 2. Performance dashboards and intensive monitoring of all priority projects. 3. Socio-Economic Survey, Employment Survey etc. 4. White papers/case studies highlighting successes in each sector.

2.1 To ensure PDC remains responsive to the emergent policy and development needs of the people of Punjab, the domains/sectors of PDC may be modified at any time with the approval of Hon'ble Chief Minister with the total number of sectors capped at 10.

3.0 PDC: Staffing and operations

PDC's role is envisioned as an advisory and an enabling body. It will aim to engage the topmost development experts, nationally and globally, with domain sector expertise who will assist the State Government to help imagine a bolder vision and execute it.

- 3.1(a)** PDC will have 10 verticals as suggested above. Each PDC vertical will be led by an Sr. Advisor/Advisor who will be an expert in the vertical, both from policy as well as execution perspective. The Sr. Advisor/Advisor will work closely with the State Government to jointly develop and execute strategies and policies.
- b) Under each Advisor there will be one Joint/Deputy Advisor who will support the Advisor specifically in the vertical. They will lead specific efforts/projects within the vertical as well as take responsibility of extensive field implementation and engagement.
- c) In addition to this there will be a common pool of Fellows (flexi pool) who will be allocated projects on need-based. This talent pool will be capable of working across themes and topics with guidance from vertical leadership. Interns may be used to surge capacity as needed.
- d) On the administrative side, the Commission will be led by a Secretary and relevant admin staff who will support in day-to-day admin tasks. This staff can be

deputed from other Departments or recruited afresh. In addition, 2 officers from finance/account cadre will also be deputed.

- e) There will also be a HR wing in PDC led by a Joint Advisor level officer who will lead the recruitment of manpower for all technical and specialist roles and look after their career management. In addition, there will be a Communications wing and Digital wing led by Advisor-level officer to look after the needs of all the 10 verticals of PDC.

3.2 In order to bring the right talent, the Sr Advisors, Advisors, Joint Advisors, Deputy Advisors and Fellows will be inducted into the system from among the best talent pool available. The posts will be contractual where the Advisor positions are for a period of 3 years and the Fellow positions for 2 years at the outset. Performance reviews as well performance-based career guidance shall be carried out. The recruitment process will be fashioned as per NITI Aayog guidelines.

3.3 Existing programs for example Good Governance Fellows, Nudge Fellows and Governance Reforms teams may be merged/synergised with these efforts and placed at appropriate levels among Advisors or Fellows or other staff. A decision in this regard will be taken after due deliberations in consultation with department of Governance Reforms and Public Grievances.

4. Staffing:

SN	Name of Post	Pay-Scale for Deputation	Salary Per Month for contractual employment	No. of Posts	Monthly Cost
Technical and Specialist Posts					
1	Sr. Advisor (for any 2 of the 10 verticals)	Level-15 : Rs. 182200-224100	Rs. 3,30,000	2	Rs. 6,60,000
2	Advisor (for any 8 of the 10 verticals)	Level-14 : Rs. 144200-218200	Rs. 2,65,000	8	Rs. 21,20,000
3	Chief Communications Officer	Level-14 : Rs. 144200-218200	Rs. 2,65,000	1	Rs. 2,65,000
4	Chief Digital Officer	Level-14 : Rs. 144200-218200	Rs. 2,65,000	1	Rs. 2,65,000

SN	Name of Post	Pay-Scale for Deputation	Salary Per Month for contractual employment	No. of Posts	Monthly Cost
5	Joint Advisor (for any 8 of the 10 verticals, one each for HR, Communications and IT Wings)	Level-13 : Rs. 123100-215900	Rs. 2,20,000	11	Rs. 24,20,000
6	Deputy Advisor (for any 2 of the 10 verticals)	Level-12 : Rs. 78800-209200	Rs. 1,45,000	2	Rs. 2,90,000
7	Fellows/Senior Research Officers (flexi pool)	Level-11 : Rs. 67700-208700	Rs. 1,25,000	30	Rs. 37,50,000
8	Interns		Rs. 25,000	As needed	
	Total			55	
1	Member Secretary	Level 14	As per 7 th CPC	1	
2	Deputy Secretary	Level 10		3	
3	Accounts Officer	Level 10		1	
4	Additional Accounts Officer	Level 8		1	
5	Section Officer	Level 8		3	
6	Senior Assistant	Level 3		3	
7	Junior Assistant	Level 2		3	
8	PPS to VC	Level 11		1	
9	Private Secretary (one for each Member)	Level 8		5	
10	Personal Assistant	Level 4		8	
	Total			29	

- Note: 1. Positions for technical and specialist roles have been aligned with NITI Aayog guidelines. Maintenance, Sanitation staff and drivers to be hired on contractual basis as needed.
2. Space to house this Commission shall be arranged by General Administration Department in consultation with Planning Department.